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Manuals
Board of Foreign Missions of the Reformed Church in America.

MANUAL

BOARD OF FOREIGN MISSIONS

OF THE

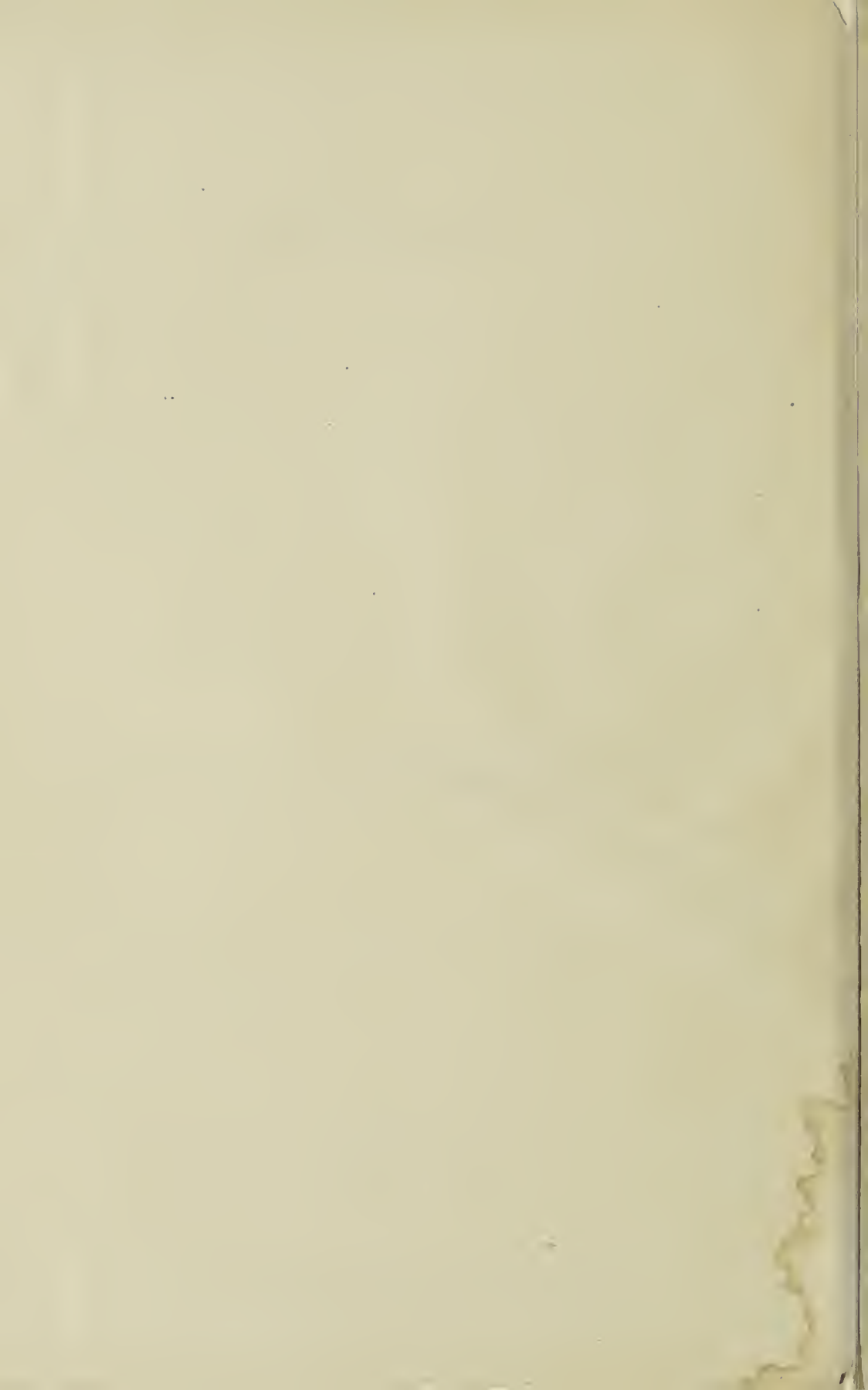
REFORMED CHURCH IN AMERICA,

FOR THE USE OF MISSIONARIES UNDER APPOINTMENT AND
IN THEIR FIELDS OF LABOR.

PREPARED AND PUBLISHED BY THE BOARD.

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INTERNATIONAL MISSIONARY COUNCIL
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U. S. A.



MANUAL.

THIS pamphlet is designed for the use of the Board and its Missionaries. Its object is to set forth, as nearly as may be, the relations of Missionaries to the Board and to the Missions of which they are members. Those relations have always been of the most cordial and fraternal character. It is desired that they may always remain so, for the Board and the Missionaries are but helpers of one another, and workers together in the common service of our Lord Jesus Christ and of His Church. That this may be the case, the principles on which the work of the Board and its Missions are conducted should be expressed in rules which tend to promote regular and orderly procedure. These rules should be clearly understood and will be found herein. They are the result of long experience, yet they are susceptible of changes in the future as necessity or adaptability to changing circumstances may dictate. Any questions not provided for, will receive the careful consideration of the Board as they may, from time to time, arise. But, until so changed, the assent of every Missionary who accepts an appointment will be assumed.

I. THE BOARD.

The Board acts under a Constitution approved by the General Synod of the Reformed Church in America. (See Appendix I.) It is composed of twenty-four members, ministers and laymen, of whom eight are chosen annually by the Synod, and who serve for three years. It is also a corporate body, by a special Act of Incorporation, passed by the Legislature of the State of New York in 1860. (See Appendix II., III.)

1. The Board claims no ecclesiastical authority, and attempts to exercise none. Its Missionaries are subject to the authority and discipline of the Classes or Churches to which they belong.

2. But, as the agent of the General Synod of the Reformed Church, charged with the direction of its Foreign Mission work, it is and holds itself under a solemn responsibility to the Church in regard to the character and capacity of those who represent it in the field ; as to the propriety of the methods employed, the fidelity with which the labors of the Missionaries are performed and the principles of the Gospel, as they are held by the Church, maintained and propagated ; and as to the economical use of the funds contributed by the churches, etc., and committed to its trust for the sacred duty with which it is charged.

3. The Board will welcome and carefully consider the application of any who may desire to devote themselves to missionary work in general or to any special department of it. For the information and guidance of such applicants, a special leaflet and blank forms are provided and will be furnished to those who desire them.

4. In making appointments, however, the Board will be governed by the necessities of the work or of the different fields under its care, and by the amount of money at its disposal. And the fact of application shall, in no case, be regarded as constituting a claim for appointment.

5. Where a Missionary is required for some particular service, or in any emergency arising on the field, the Board holds itself at liberty to issue a call to such person as it may deem qualified and desirable, in a manner similar to the calling of a pastor by an individual church.

6. In making the regular annual appropriation for the support of the Missions, the whole amount so appropriated shall not exceed, in any one year, the average annual receipts of the Board from all sources during the five years next preceding.

7. Whenever, in the course of the year, the condition of the treasury may warrant, the Board will, from time to time, make additional appropriations for such other objects not embraced in the regular appropriations for the year, as may be desired by the Missions and approved by the Board, in the order of their importance.

II. THE MISSIONARIES.

Regularly ordained ministers of the Gospel, licensed preachers, physicians, teachers, etc., under regular appoint-

ment and not under a special contract, are called *Missionaries*, and all ladies, whether married or single, *Assistant Missionaries*.*

Preliminaries.

1. The reception of applications, the appointment of Missionaries and the assignment of their fields of labor, are in the hands of the Executive Committee.

2. Appointments are ordinarily understood to be *for life*. But, in special cases, the Committee shall be at liberty to make contracts for special service for a limited term of years, as occasion may arise.

3. When an appointment is made, the Missionary shall hold himself in readiness to receive the instructions of the Committee.

4. The Executive Committee shall not be held responsible for any debts of a Missionary, or any expenses incurred unless by its direction or approval. It may, however, counsel him in meeting such obligations, that every appointee may leave the country free of debt.

5. Candidates who have received their appointments cannot begin to draw upon the Board for their expenses until they actually, and by the direction of the Executive Committee, enter upon its service.

6. Missionaries or Assistant Missionaries who may be appointed from other bodies, will be expected to connect themselves with some Classis or Church within the bounds of the Reformed Church. In the case of the Arabian Mission, however, this shall not be required, nor in such other cases as, in the judgment of the Executive Committee, may warrant a relaxation of this rule. But in no case shall any Missionary or Assistant Missionary be appointed who is not of approved piety and a member, in good standing, of a recognized evangelical church.

7. When a theological student has received official notice of his appointment, it is left with himself and the Classis with which he is connected, to arrange for his ordination. It is desirable that the time, place and all the circumstances should be such as, in the highest degree possible, to awaken or increase interest in the cause and work of Missions.

* Where not distinguished, in this Manual, the title Missionary includes both.

8. In such cases as may be deemed expedient, the Committee will exercise the right to employ Missionaries as agents, before their embarkation, for the purpose of introducing them in the most acceptable manner to congregations, of interesting the people in behalf of Missions, of promoting their own zeal in the cause, and of acquainting them with the Committee's method of operation, and the obstacles with which they are obliged to contend in supporting Foreign Missions. The Committee will also reserve the same right to employ all Missionaries who may return home on furlough, as agents in its behalf, so far as their health and other circumstances will admit. In all such cases the duty will be assigned by the Committee, and proper allowances made for the services performed.

9. *The time* of setting out on the journey is to be settled by conference with the Secretary, with the approval of the Committee. Timely arrangements should be made, especially in the purchase of such things as are needed.

10. *A passport*, obtained from the Secretary of State at Washington, is important and in many cases indispensable. It may be obtained through a Notary Public, and every Missionary should attend to this matter for himself at an early date after his appointment.

Outfit and Travel.

1. The Missionary is expected to purchase his own *outfit*, and prepare all his parcels for shipment. The outfit of a Missionary consists of the clothing, bedding, etc., for use on arriving at his place of destination, together with a *select* private library, and the necessary furniture for housekeeping. Printed lists of the articles most needed have been prepared, with the aid of representatives of each Mission, and will be sent to those desiring them. Much of the outfit, in the way of furniture, and even of clothing, can now be purchased on the field.

2. All goods intended to be shipped direct, and not to accompany the Missionary, should be packed in well-made boxes, of moderate size, securely fastened and "strapped" (or bound around the ends with iron bands). The boxes should be numbered, and a list kept of the contents of each, with the value, actual or estimated, of each class of articles, as, books, \$—; clothing, \$—; household linen, \$—;

etc., etc. Copies of these lists should be sent to the office of the Board, for use at the Custom House and the purpose of insurance.

3. It is desirable, for reasons of economy in freight charges, etc., that bulky goods, as furniture, if bought in this country, be purchased in New York when possible.

4. Whenever possible it is desirable that the cost of providing the outfit be met by the family or friends of the outgoing Missionary. Parents who would have aided their children with funds to commence housekeeping after marriage, or to start them in business, had they remained in this country, will surely not withhold such aid when and because they become foreign Missionaries.

5. When this is not possible, however, the Board grants, toward the purchase of outfit, sums not exceeding, for a married Missionary and his wife, \$600, and for a single man or woman \$300. This allowance is to be used only for proper outfit expenses and is available within three months before departure for the field.

It is recommended that this outfit grant be used with economy, and a considerable portion of it reserved for purchases to be made after arriving at the station.

6. In addition to the above, an allowance of \$150 will be made for surgical outfit to a medical Missionary, when necessary, to supplement the outfit already existing on the field. Should such missionary withdraw from the service of the Board, all such outfit must be turned over to the Treasurer of the Mission, as the property of the Board and held subject to its order.

7. The outfit allowance of single Missionaries or families, commissioned to reside and work in furnished buildings, shall be one-half the above amounts.

8. Should a Missionary retire from the field after a service of three years or less, it is expected that an equitable return of the outfit allowance will be made to the Board, due regard being had to the expenses incurred and services rendered.

9. Money, articles of clothing, etc., furnished to Missionaries by personal friends, are not to be considered as a part of a Missionary outfit, unless the donors expect them to be acknowledged by the Board as gifts to its Treasury for

the cause of Missions. In this case they will be charged as a part of the outfit allowance.

10. The Board will bear all necessary traveling expenses of the Missionary from his residence to the place of embarkation, as well as those of the journey to his station, by a direct route. Should this be departed from and additional expense incurred, the increased cost must be borne by the Missionary. The Board will also pay the cost of freight of outfit to the place of destination to the extent only of six tons, ship measurement, forty cubic feet to a ton, together with customs dues on a sum not to exceed the amount of outfit grant received from the Board.

11. On being advised of the day fixed for embarkation, the Missionary will proceed to the port appointed, so as to reach it at least three days before the time of sailing.

In the Field.

1. On his arrival within the bounds of the Mission to which he has been appointed, the Missionary shall report himself as soon as possible to the Secretary or other officer of the Mission and shall be subject to all the laws and regulations established for the government of the same. He shall also furnish the Treasurer of the Mission with an account of all money received and expenses incurred for the journey, and forward a copy of the same to the Board.

2. Each person appointed, shall be allowed for himself and family such salary as in the judgment of the Committee is required by his or their circumstances, and the cost of living in the country to which the appointment is made; such salary shall be subject to revision from time to time, and there may be an increase, reduction or withdrawal, as the Committee may decide. At present the salary of each married Missionary in China is \$1,100; in India and Japan \$1,200. Of each single man in all the Missions \$700; and of each single woman \$600.

3. Salaries shall commence from the day of the arrival of the Missionaries at the stations to which they are appointed and shall cease on the day of their departure therefrom. But Missionaries en route, ~~either going to or~~ returning from the field, shall be entitled to receive one-half the amount of their salary, in addition to traveling expenses.

4. In addition to the salary, a house is provided. If

the Board own no house at the station to which he is assigned, a sufficient allowance is made to each Missionary for house-rent, the design, in all cases, being so to fix salary and allowances as to secure the comfortable support of Missionaries while in the service of the Board, and no more.

5. The particular station and work of each Missionary is, in general, assigned by the Mission and not by the Board. Each Missionary will be expected to accept the position thus assigned him. This rule applies, also, to Assistant Missionaries.

6. Missionaries should give their first and special attention to the work of acquiring accurately the language of the country to which they are sent, and, except under the pressure of very great necessity, of which the Mission shall judge, no other work should be allowed to interfere with this. In beginning and prosecuting their studies and in the care and preservation of their health, new Missionaries should follow the counsel of the older and more experienced members of the Mission. Due attention to this point will promote usefulness and prevent many failures.

7. Every Missionary is expected to correspond freely and as frequently as possible with the Board, and give such information relating to his work, as may be made useful and profitable in interesting and encouraging the Church at home. Though this may make a considerable draft upon the Missionary's time and strength, no work is of greater importance.

8. No application shall be made by any Missionary to churches, societies, or individuals at home for funds for any special purpose, without the sanction of the Committee previously obtained; and all contributions in answer to such appeals, duly sanctioned, must pass through the Treasurer of the Board.

9. No Missionary shall engage in any secular employment, nor in any religious employment distinct from that of the Mission to which he has been appointed, without first obtaining the consent of the Mission, and holding the same subject to the approval of the Executive Committee. If such work brings him any pecuniary compensation, the money so received should be turned over to the treasury of the Mission and reported to the Board, so long as he continues to draw his usual salary.

10. Medical Missionaries shall constantly make their practice of medicine among the natives conduce to the advancement of the Missionary work. If receiving a fixed salary from the Board, any fees which they may receive for medical service should be turned over to the Treasurer of the Mission and reported to the Board.

11. The Board, through its officers, is always ready to discharge such commissions, in the purchase and shipping of goods, payment of bills, etc., etc., as may be confided to it by any of its Missionaries in the field, and receive and transmit funds for their personal use. But the purchase and forwarding of goods from this country through Mission Agencies, for the use and benefit of persons not members of our own, or neighboring Missions, are open to serious objections. No such commissions will, therefore, be attended to, and none such should be sent.

12. Missionaries regularly appointed by the Board, and laboring in connection with its Missions, but supported either in part or wholly by other funds than those of the Board, will be expected to conform to the same rules as other Missionaries so long as they retain such connection.

Recall, Vacations and Return.

1. Whenever the continuance of any Missionary at a foreign station shall be deemed inexpedient in the judgment of the Committee, they will reserve the right to cancel the appointment, and will be at the expense of the return to this country of the person whose appointment shall have been so annulled.

2. Missionaries are expected conscientiously to care for their health, taking such rests and vacations in the vicinity of their Mission fields as are necessary for this purpose and approved by the Mission. When Missionaries take such rest or vacation with the approval of the Mission, their salary and allowances shall continue as usual and their traveling expenses shall be paid by the Mission.

3. While appointments are usually made for life, yet occasional furloughs, embracing a return to the United States, are not only proper, but on many accounts desirable. The frequency of such furloughs will depend in part, upon

the physical condition of the Missionaries, and in part upon the location and climate of the Mission. A first term of service in the field may properly, probably ought to, be shorter than succeeding terms. No uniform time for furloughs has been fixed upon. They should, however, be so arranged in each Mission, as to give all the Missionaries equal privileges, as nearly as may be, and interfere as little as possible with the work of the Mission, as also to avoid the absence from the field and the presence in this country of too many of the members of any one Mission at the same time. It is desirable that they cover absence from the field during two hot seasons.

4. When a Missionary shall desire, on account of ill health or for any other cause, a furlough to return to the United States, he is required to obtain permission from the Executive Committee so to do, when it is practicable, (always sending with his request the opinion of his Mission), and when impracticable to obtain such permission, he is required to obtain the consent of his Mission, which consent shall always be subject to the revision of the Executive Committee.

5. In all ordinary cases furloughs are for *one year only*, in addition to the time required for a direct journey home and return to the field. This time may be extended when the health of the parties requires it, or for other satisfactory reasons. But in all such cases application should be made to the Committee for such extension, stating the reasons therefor, before the expiration of the regular time allowed.

6. The traveling expenses of Missionaries returning on furlough, with the approval of the Committee, by a direct route, shall be paid by the Board. They shall also be permitted to draw, while without salary on their way home, an allowance equal to one-half of their salary for the time spent on the journey to cover cost of clothing and incidental expenses.

7. The Committee will make such allowance for the support of Missionaries during their stay in this country on furlough, as the circumstances of each case may require and the means of the Board allow. This allowance shall date from the time of arrival in the United States, shall be for one year only, unless regularly renewed, and shall be charged to the Missions to which they belong as a part of the expenses of said Mission.

8. Where special medical or surgical treatment is needed by Missionaries in this country, the cost of such treatment will be borne by the Board, and the amount so paid shall be charged to the Mission to which they belong, as a part of the appropriation for medical bills.

9. Missionaries at home on furlough shall be, at all times, welcome to attend the meetings of the Board or of the Executive Committee and to impart such information or suggestions in regard to the work as may be desired. Their presence may be specially invited when matters of importance relating to their own Missions are under discussion.

Return to the Field.

1. When Missionaries return to their fields, the Board will defray their traveling expenses from their home or place of residence by the usual and direct route of travel. The Board, however, does not engage to pay the traveling expenses of children who are returning to the Missionary field after they have reached the age of fourteen years, unless they return as Missionaries. In this case they shall be subject to the same rules for appointment as other Missionaries.

2. Missionaries who have been continuously in the service of the Board for ten years shall be allowed one half the regular outfit grant for *refit*. In case of necessity, a similar grant may be made to others, in the discretion of the Committee. The cost of freight on such refit, to the place of destination, will be paid by the Board, to the extent of three tons of forty cubic feet each, together with customs dues on a sum equal to the amount of the grant.

Retirement.

1. When Missionaries or Assistant Missionaries return home, their connection with the Board shall cease as soon as there is no longer a reasonable probability of their returning to their missionary labor.

2. When superannuated or disabled Missionaries, widows of Missionaries or other Assistant Missionaries, return finally to this country with the approbation of the Executive Committee, it shall be the duty of the Committee to make such grants toward their support, as the circumstances of each case shall require, and as shall best comport with the missionary character and the interests of the missionary cause ;—it being understood :

1st. That no pensions or annuities are to be settled on any person, and that no grant is to be made, except in extraordinary cases, for any other than the current year.

2d. That, except in extraordinary cases, after the lapse of a year from their return, no grant is to be made to returned Missionaries or Assistant Missionaries, who are neither superannuated, nor disabled by sickness, and yet are not expected to resume their missionary labors.

3d. That Missionaries and Assistant Missionaries, who return on account of sickness, and recover their health, and remain in this country, are no longer to be regarded as having claims upon the Board for pecuniary assistance.

4th. That Missionaries and Assistant Missionaries, who return on account of sickness, and partially recover their health so as to attend to the ordinary business of life for a number of years, are not to be regarded, when they again lose their health, as having the same claims upon the Board as they had when they first arrived.

Children of Missionaries.

1. In addition to salary, an allowance of \$100 is made for each child while it remains on the field, or is with its parents at home, to the age of 10, and \$150 from 10 to 18 years.

2. When Missionaries desire to send their children to this country for education and when it is decided in a manner conformable to the rules and usages of the Board that the children may come, the arrangements for the passage, so far as they involve expense, shall have the concurrence of the Mission, and the allowance, extraordinary cases excepted, shall be only for a passage direct to this country, and such clothing and stores as may be required for the voyage.

3. When the children arrive in this country, the Executive Committee will see that they have a suitable conveyance to the places where they are to be educated or to reside; and the Committee will make grants, on applications from the parents or guardians, to an amount not exceeding \$150 a year for each child, until the children are fourteen years old, when the grant may be \$200 till the age of eighteen. The same rule applies to children who remain in this country when their parents return to the field. In special cases, and upon application, the Committee is authorized to con-

tinue this grant, for educational purposes, to the age of twenty years. This grant ceases when the Missionary ceases to be connected with the Board. But the children of Missionaries who have died in the service shall be entitled to receive it, when necessary, under the same limitations as to age.

4. Children, who are left orphans, and without a suitable home in the Mission, or responsible guardians, will receive the immediate and kind consideration of the Committee, who will make an arrangement for their return home, and provide for them the best guardianship in their power.

5. The allowances made on account of the children of living Missionaries, wherever the children may be educated, shall be charged to the Mission to which the parents belong ; and the allowances made on account of orphan children shall, in ordinary cases, be charged to the Mission to which the parents belonged at the time of their decease.

III. CONSTITUTION, ETC., OF MISSIONS.

1. When three or more Missionaries are located near each other, they shall organize themselves for business as a Mission, by the choice of a President, a Secretary, and Treasurer. No native shall be a member of or take part in the action of such Mission.

2. A majority of men (Missionaries) in any Mission shall, in the regular meetings, decide all questions that may arise in regard to their proceedings and conduct in which the Mission is interested, the decision being subject to the revision of the Executive Committee. The women of the Mission (Assistant Missionaries), however, who are actively engaged in Mission work, are entitled to attend all Mission meetings and to vote on all questions relating to the work in which they are engaged. No Missionary or Assistant Missionary shall have the right to vote till after one year's service in connection with the Mission, and until the language examinations of the first year shall have been passed.

The Mission Treasurer.

1. The Treasurer shall forward to the Committee, at the close of each year, a detailed report of all cash received from every source, or drafts drawn, and of all payments ;

together with a particular statement of the nature, condition and estimated value of the property belonging to the Mission; duly audited by a Committee appointed for the purpose.

He is to keep, in official books procured at Mission expense, and to be the property of the Board, clear and correct accounts of all receipts and payments, and to have vouchers of the latter; his books must be open to the inspection of other members of the Mission, or any one of them at any time; and his accounts must be audited by a Committee of two members appointed each year for this purpose.

2. The treasurer will on no account be permitted to exceed in expenditure the amount annually appropriated for the support of the Mission, except in imperative circumstances, and then only with the consent of the Mission, and subject to the final judgment of the Executive Committee. When such excess can be plainly anticipated, the fact should at once be notified to the Board.

3. In general, drafts upon the Treasurer of the Board by individual Missionaries, are not desirable. If any Missionary wishes to remit to this country in payment of bills or for goods ordered or other purposes, he is required to do so, if possible, by means of the Mission Treasurer's drafts upon the Treasurer of the Board.

4. No real estate shall be purchased or leased by a member of any Mission for the account of the same, without the express permission of the Committee previously obtained; and all property so acquired shall be held in trust for, or in the name of, the Board of Foreign Missions of the Reformed Church in America.

5. Each Missionary conducting schools, hospitals and similar Missionary operations in connection with our Missions, shall give to the Mission Treasurer a yearly account of all money received from any source and expended for such operations.

6. All appropriations lapse at the close of the year for which they are made. All unexpended balances should be placed to the credit of the Board, and applied to the appropriations for the new year. But in the case of buildings or other special work actually in progress, and which of necessity cannot be completed by the close of the year, the amount appropriated for their completion may be reserved for that purpose and reported to the Board.

7. No funds of the Board shall be loaned to outside parties.

Estimates.

1. Each Mission shall prepare, in such manner as is most convenient every year, a careful estimate of the probable necessary expenses for the work of the year ensuing, specifying the different objects in detail, to be forwarded so as to reach the Board not later than the first of October. Each station in the Mission shall prepare its estimate of expenditures for the year. These shall be submitted to and carefully examined by the Mission and from these, when approved, the general estimates shall be made.

2. In furnishing these yearly estimates, the Missions are expected and requested to include in them only such objects as are indispensable to the maintenance of the actual work of the Mission in a condition of proper efficiency. These estimates when approved, and the amounts appropriated by the Board, will govern the expenditure of the year, and must not be exceeded.

3. In addition to the regular estimates, the Missions are authorized and requested to accompany them with a statement of such other objects, with their estimated cost, and in the order of their importance, as may seem to them most pressing and necessary for the further development of their work:—these statements to form the basis of such additional appropriations as the Board may, from time to time, be able to make.

4. No application for an additional appropriation on the part of any individual Missionary, will in any case be considered by the Board, which has not first been submitted to the Mission and its action thereon, whether favorable or otherwise, transmitted to the Board.

Appeals.

1. The Board, while reserving the right to revise, approve or annul the decisions of the Missions, yet earnestly desires and hopes that questions relating to the general conduct of the Missions or the work of individual Missionaries, may be satisfactorily settled on the field. The right, however, of each Missionary is fully recognized, to appeal to the Board from a decision of the Mission by which he may feel himself aggrieved, or which he may conceive to be injurious to the work.

2. Every Missionary so appealing, shall give to the Mission due notice of his intention, and shall file with it a copy of all the papers which he proposes to send to the Board in ample time for the Mission to prepare a reply, of which he shall also receive a copy.

3. Pending the Board's decision in such a case, no action shall be taken, unless imperatively demanded, which will change established conditions, the appeal in all ordinary cases operating as a "stay of proceedings." When action of some kind, however, seems to be imperative, the Mission shall immediately make full report to the Board of the fact and nature of the action and the reasons therefor.

Correspondence, Reports, Etc.

1. In all Missions a letter should be sent to the Board once a month, giving news of the Missionary work, that the Board may be kept constantly and fully informed of its state and progress.

2. Each Mission shall prepare an annual report which shall give, in as brief and clear a manner as possible, a view of the work in the entire field during the year. It should present, in tabular statement, the number and names of stations and out-stations, churches, schools (Sunday, day and boarding), the number of baptisms during the year, of communicants, received on confession and letter—dismissions and total in communion, scholars (distinguishing between boarding, day and Sunday scholars, male and female), with a list of the Missionaries, Assistant Missionaries, native Pastors, Helpers and Teachers at each station, and such other items of information as may be deemed valuable.

3. In order to secure uniformity in the Mission Reports, each Mission is requested to appoint annually a Committee to whom all individual and station reports of work done during the year shall be submitted, and by whom a revised and condensed report, based upon these, covering the whole field and embracing such other matters pertaining to the interests of the Mission as may properly claim their attention, shall be prepared. This report, when presented to and approved by the Mission, shall be forwarded to the Board, and should, in all cases, be sent so as to reach the Board *not later than the first of April*.

4. In the publication of all matters relating to the policy of the Board in the raising and distributing of funds, such publications, or communications intended for publication should first be submitted to the Executive Committee.

5. At the end of the first and second years after the arrival of a new Missionary, the Missionary is requested to ascertain and make report to the Board in regard to his progress in the acquisition of the native language, and his knowledge and skill in its practical use. It should be understood that the ability to read, and especially to speak, the language with reasonable ease and accuracy is an indispensable qualification for Missionary work, without which no one can expect to continue in the service of the Board or the enjoyment of its support.

6. Missionaries should carefully abstain from all interference with the political affairs and institutions of the people among whom they labor.

7. It is a principle with the Board that its Missionaries seek to maintain friendly relations with those of other Societies, and especially that they associate themselves as closely as possible with those of like faith and order, laboring in the same field.

APPENDIX I.

CONSTITUTION

OF THE

Board · of · Foreign · Missions.

Approved by the General Synod, October, 1857.

WITH

Rules of Business.

PREAMBLE.

Whereas the Lord Jesus Christ, as the Divine Head of the Church, has enjoined on all His people the duty of giving the Gospel to every creature ; and, *Whereas* the condition of all men without the Gospel is one of exposure to eternal death, as well as of present suffering and sorrow—Therefore, under the conviction of duty, and with earnest desire for the best interests of our fellow men here and hereafter—the General Synod of the Reformed Dutch Church, acknowledging with gratitude what God has been pleased to accomplish by the Church, deems it important in entering on a distinct and separate management and support of Foreign Missions, to re-model its Board of Foreign Missions, with a view to greater efficiency and a more faithful conformity to the Divine requirement, and adopts the following, viz :

CONSTITUTION.

Art. I. The management and control of the Foreign Missions of the Reformed Protestant Dutch Church, as well as the institution of new Missions, and the appointment of Missionaries, shall be committed to the BOARD OF FOREIGN MISSIONS, subject to the revision and instruction of the General Synod.

Art. 2. This Board shall not be restricted in the sending of Missionaries to any part of the world, or to any class of persons who are without a pure Gospel, when Divine Providence opens the way to them, and the men and means are furnished.

Art. 3. The Board of Foreign Missions shall consist of twenty-four members (of whom one-third shall be chosen at each meeting of the General Synod), (with the Corresponding Secretary and Treasurer, who shall be *ex-officio* members).

Art. 4. The Board of Foreign Missions shall hold its first meeting each year as soon as practicable after the meeting of the General Synod, at which the officers for the year shall be chosen.

Art. 5. The Board of Foreign Missions shall have authority to employ ordained Ministers and Licentiates, the wife of each of whom shall be regarded as an Assistant Missionary; Physicians, Colporteurs, Printers, unmarried Female Teachers, all to be at the time of appointment, members in communion with the Reformed Protestant Dutch Church, or, having taken the measures necessary to become such—and all proper agencies for raising means in our Churches for the support of the Missions, and the use of the Press, both at home and aboard.

Art. 6. Any person by the contribution of Fifty Dollars at one time may become a member for life of the Board of Foreign Missions, and shall have the privilege of meeting with the Board, and participating in its deliberations, without being entitled to vote.

Art. 7. The Board of Foreign Missions shall submit to the General Synod, at each annual meeting, a faithful report of its acts, with the annual account of the Treasurer, properly audited, and submit for approval such plans and measures as may require the specific attention of the General Synod. The Corresponding Secretary shall be present at each meeting of the Synod, to make such explanations as may be called for.

Art. 8. It shall be the steady aim of the Board of Foreign Missions to secure as early as may be wise the organization by the Missionaries of Churches, Classes, and other Church Courts, according to the order of the Reformed Protestant Dutch Church.

Art. 9. The Board of Foreign Missions shall meet at least quarterly, at such hour and place as it may itself agree

on, and when convened, seven members shall constitute a quorum.

Art. 10. The Board shall have power to fill vacancies, which may occur in the progress of the year,—the person chosen to hold such place until the next meeting of the General Synod.

Art. 11. Extra meetings of the Board may be called on the vote of the Executive Committee, or the written request of any three members.

RULES OF BUSINESS.

Art. 1. This Board shall convene as early as practicable after each annual meeting of the General Synod.

Art. 2. At such meeting the Board shall choose, by ballot, a President, a Vice-President, Recording Secretary, a Corresponding Secretary, a Treasurer and an Executive Committee.

Art. 3. The meetings shall be held at least quarterly, to wit : On the third Wednesday of November, February and May, and the first convenient Wednesday after the adjournment of the General Synod, at such place and hour as fixed by its own vote, and at such meetings seven members shall constitute a quorum.

Art. 4. The Board at its several meetings shall review and decide upon all the proceedings of its officers, and of the Executive Committee ; direct to such measures as it may deem important, and present an Annual Report of its doings to the General Synod.

Art. 5. The Board shall leave all matters properly ecclesiastical to the Classes to which they belong, or may refer the same to the General Synod.

Art. 6. The seat of operations of the Board shall be the City of New York.

THE CORRESPONDING SECRETARY.

It shall be the duty of the Corresponding Secretary to conduct all the correspondence with the Missions and Churches (excepting that which belongs to the Treasurer) ; to keep files of all letters and papers ; to arrange and bring up all such business as requires the attention of the Board and the Executive Committee, and submit such documents as may be necessary for the information of either ; to keep

memoranda of his work, which may be referred to by either when desired ; to prepare and submit the Annual Report to the Board, attend the annual meeting of the General Synod ; to visit as circumstances may allow the Theological Seminaries at New Brunswick and Holland, Rutgers, Hope, Union and other Colleges, where the young men of our Church receive their education, with a view to securing suitable young men for the Missionary service, and to take the oversight of such periodicals as may be issued, in connection with such others as the Board may appoint.

THE TREASURER.

It shall be the duty of the Treasurer to receive and keep faithful accounts of all moneys received and paid ; the former to be published monthly in the papers of the Church and of the Board ; to keep a record of all life members, and furnish necessary certificates ; to take charge of and forward to Missionaries all articles sent to him from the Churches, or from individuals ; to purchase and forward to Missions such as they may order, charging the same to the account of the party ordering them ; to submit at each stated meeting of the Board and Executive Committee the state of the funds ; to present at each meeting bills requiring the action of either, and only pay the same when so ordered by either ; to bring up for consideration at the proper time what remittances may be needed for the Missions, or what exchanges or bills may be required,—but he shall negotiate none without the order of the Executive Committee, and with the advice and approbation of the Finance Committee, and shall assume no obligations without their direction or assent.

He shall keep all notes, bonds, deeds, and other evidences of property, invest or deposit money as may be directed, with the approbation of the Finance Committee ; exhibit his books, accounts and vouchers, and evidences of property whenever required by the Board or the Executive Committee ; submit an annual statement of his accounts to the Board at its meeting immediately preceding the annual meeting of the General Synod ; conduct the correspondence relating immediately to his department, and perform such acts as are necessary to the faithful execution of the duties of his office.

He shall enter in a distinct record the appropriations which may be made from year to year for each Mission and Missionary—for his own use, and that of the Board or Executive Committee, or the General Synod.

THE EXECUTIVE COMMITTEE.

Art. 1. The Executive Committee shall consist of five clergymen and five laymen, members of the Board, together with the President of the Board, who shall be, *ex officio*, a member of the same, shall meet at least monthly, at such hour and place as it may itself appoint, and five members shall constitute a quorum. Special meetings, of which due notice shall be sent to every member, may be called by the Corresponding Secretary, when necessary.

Art. 2. The Executive Committee shall be charged with the execution of the resolutions and instructions of the General Synod, and of the Board ; shall select fields of labor, appoint the Missionaries, direct their labors, and fix their compensation ; shall give permissions to return, or recall any ; authorize the payment of moneys—appoint and direct agents, make all necessary arrangements for the printing of such documents or papers as they may deem necessary ; shall keep records of all its proceedings, and lay the same quarterly before the Board of Foreign Missions for its approval or correction.

Art. 3. While the Executive Committee are not responsible for what by the Constitution of the Church belongs to the Classis, and shall not interfere in the same—it shall have entire control over Missions (though a Classis is organized), and reserve to itself to decide on the course and policy of each Missionary, or any laborer receiving its aid ; and withhold or modify the same, subject to the Board and the General Synod.

Art. 4. For the greater success of its work, the Executive Committee shall appoint from its own number a *Committee of Finance* of three members, who shall be the counselors of the Treasurer in all questions of investment, legacies, and negotiations of drafts, and without whose approbation he shall not act in the same. They shall audit the Treasurer's annual account, watch over the financial interests of the Board, and report at any stated meeting of the Executive Committee such matters as may require its

action. They shall examine all estimates for appropriations to Missions and Missionaries, and report their judgment concerning them.

Art. 5. As the General Synod has its Board of Publication, the Executive Committee shall in all cases where practicable, make through a suitable Committee, arrangements with such Board for its printing.

Art. 6. The *Recording Secretary* shall keep a faithful and particular record of all the acts of the Board, carefully file and preserve all documents ordered to be filed, issue the necessary notices for all stated and special meetings, and submit his record at each stated meeting of the Board.

Art. 7. The order of business, both in the Board and in the Executive Committee, shall be as follows :

1. Prayer.
2. Reading of the Minutes for Information.
3. Statement of the Treasurer.
4. Report of the Finance Committee.
5. Communications and Business of the Corresponding Secretary.
6. Reports of Committees.
7. Miscellaneous Business.
8. Reading and Approval of the Minutes.
9. Prayer.
10. Adjournment.

APPENDIX II.

ACT OF INCORPORATION.

AN Act to Incorporate the Board of Foreign Missions of the Reformed Protestant Dutch Church.

Passed, April 7, 1860.

The People of the State of New York, represented in Senate and Assembly, do enact as follows :

SEC. 1. William B. Crosby, Thos. De Witt, Jeremiah S. Lord, Wm. W. Halloway, Sanford Cobb, Jr., Alexander R. Thompson, D. McL. Quackenbush, Ab'm J. Beekman, Ezra A. Hayt, A. P. Van Gieson, John T. Moore, Stephen Van Rensselaer, E. P. Rogers, Isaac Ferris, Abram B. Preston, Thos. M. Strong, J. J. Johnson, D. D. Demarest, citizens of the State of New York, and such others as they may associate with themselves, are hereby constituted a body cor-

porate and politic forever ; by the name of the Board of Foreign Missions of the Reformed Protestant Dutch Church, for the purpose of establishing and conducting Christian missions among the unevangelized or pagan nations, and the general diffusion of Christianity ; and by that name they and their successors and associates shall be capable of taking by purchase, grant, devise or otherwise, holding, conveying, or otherwise disposing of any real or personal estate for the purposes of the said Corporation. But which estate, within this State, shall not, at any time, exceed the annual income of twenty thousand dollars.

SEC. 2. The said Corporation shall possess the general powers, rights and privileges, and be subject to the liabilities and provisions contained in the eighteenth chapter of the first part of the Revised Statutes, so far as the same are applicable.

SEC. 3. This act shall take effect immediately.

APPENDIX III.

LAWS OF NEW YORK.—BY AUTHORITY.

CHAP. 217.

An Act to change the name of the Board of Foreign Missions of the Reformed Protestant Dutch Church to “ Board of Foreign Missions of the Reformed Church in America.”

Passed April 15, 1873.

THE PEOPLE OF THE STATE OF NEW YORK, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS :

SEC. 1. The corporate name of the association incorporated as the Board of Foreign Missions of the Reformed Protestant Dutch Church by an act passed on the seventh day of April, one thousand eight hundred and sixty is hereby changed to the “ Board of Foreign Missions of the Reformed Church in America.”

SEC. 2. Nothing contained in this act shall be held in any manner to affect any of the rights, powers or liabilities of the association as now incorporated, nor any existing suits.

SEC 3. This act shall take effect immediately.

STATE OF NEW YORK, }
Office of the Secretary of State. } ss.

I have compared the preceding with the original law on file in this office, and do hereby certify that the same is a correct transcript therefrom and of the whole of said original law.

G. HILTON SCRIBNER,
SECRETARY OF STATE.

APPENDIX IV.

CHAP. 553.

[*Laws of 1890.*]

An Act to amend Chapter one hundred and ninety-one of the laws of eighteen hundred and eighty-nine, entitled "An act to limit the amount of property to be held by corporations organized for other than business purposes," and relating to such corporations.

Approved by the Governor, June 7, 1890. Passed, three-fifths being present.

THE PEOPLE OF THE STATE OF NEW YORK, REPRESENTED
IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS :

SEC. 1. Chapter one hundred and ninety-one of the laws of eighteen hundred and eighty-nine, entitled : "An Act to limit the amount of property to be held by corporations organized for other than business purposes," is hereby amended so as to read as follows :

SEC. 1. Any religious, educational, bible, missionary, tract, literary, scientific, benevolent, or charitable corporation, or corporation organized for the enforcement of laws relating to children or animals, or for hospital, infirmary, or other than business purposes, may take and hold, in its own right or in trust, for any purpose comprised in the objects of its incorporation, property not exceeding in value three million dollars, or the yearly income derived from which shall not exceed two hundred and fifty thousand dollars, notwithstanding the provisions of any special or general act heretofore passed, or certificate of incorporation affecting such cor-

porations. In computing the value of such property no increase in value arising otherwise than from improvements made thereon shall be taken into account. The personal estate of such corporations shall be exempt from taxation, and the provisions of chapter four hundred and eighty-three of the laws of eighteen hundred and eighty-five, entitled "An Act to tax gifts, legacies and collateral inheritances in certain cases" and the acts amendatory thereof, shall not apply thereto nor to any such corporation by grant, bequest, or otherwise ; provided however that this provision shall not apply to any monied or stock corporation deriving an income or profit from the capital, or otherwise, or to any corporation which has the right to make dividends or to distribute profits or assets among its members.

SEC. 2. This Act shall not affect the right of any such corporation to take and hold property exceeding in value the amount specified in section one of this Act, provided such right is conferred upon such corporation by special statute ; nor affect any statute by which its real estate is exempt from taxation.

SEC. 3. This Act shall take effect immediately.

STATE OF NEW YORK, }
Office of the Secretary of State } ss.

I have compared the preceding with the original law on file in this office, and do hereby certify that the same is a correct transcript therefrom and of the whole thereof.

GIVEN under my hand and the seal of office of the Secretary of State, at the City of Albany, this twenty-third day of June, in the year one thousand eight hundred and ninety.

{ Seal }
{ affixed. }

(Signed).

FRANK RICE,

Secretary of State.

